



Birtley Community Partnership

(a company limited by guarantee)

Company Registration no 07031458

Charity Registration no 1133663

Financial Statements

For the period ended

30 June 2021

Birtley Community Partnership
16 Harraton Terrace
Durham Road
Birtley
Chester-le-Street
Co Durham
DH3 2QG

Legal and Administrative Information

| | | |
|------------------------------|---|--|
| Name: | Birtley Community Partnership | |
| Company No: | 07031458 | |
| Charity No: | 1133663 | |
| Directors/Trustees: | Hazel Weatherley (Chair) Susan Thornton Mike Cool (Treasurer) Dr Melissa Girling Paul Kelly Judith Turner | |
| Registered Address: | 16 Harraton Terrace Durham Road Birtley, Chester-le-Street Co Durham, DH3 2QG | |
| Bankers: | Unity Trust Nine Brindleyplace Birmingham B1 2HB | Lloyds Bank plc Chester-le-Street (309194) Branch PO Box 1000 BX1 1LT |
| Structure: | Birtley Community Partnership is a Company limited by guarantee and a registered Charity, registered on 27 September 2009 | |
| Independent Examiner: | Mark Thompson MAAT | |

Contents

| | | |
|----|-----------------------------------|------------|
| 1. | Directors'/Trustees' Report | Pages 4-6 |
| 2. | Independent Examiner's Report | Page 6 |
| 3. | Statement of Financial Activities | Page 7 |
| 4. | Balance Sheet | Page 8 |
| 5. | Notes to the Accounts | Pages 9-12 |

Directors'/Trustees' Report

Objectives and Activities

To promote the benefits of the inhabitants of Birtley, without distinction of sex, sexual orientation, race or of political, religion or other options, by bringing together statutory and voluntary organisations in a common effort to improve the physical and economic conditions of life in the Birtley area, and to promote the provision of facilities in the interests of social welfare with the objects of improving the conditions of life of the said inhabitants.

To promote all or any charitable purpose for the benefit of the community within the area of benefit. The organisation shall be non-party in politics and non-sectarian.

The Partnership hold public meetings three times a year to enable groups, e.g. police, fire service and NHS primary care trust to give presentations. The Committee meet monthly to promote the betterment of the buildings and environment of Birtley through the best value review, etc. We have renovated a building which we obtained through the transfer of assets scheme to become our resource centre.

Achievements and Performance

Despite the pandemic the Partnership has had a very successful year. Whilst buildings were closed at times specified by government advice we were able to remain very active in the community working with partner organisation to support families and individuals struggling with the situation. We were also able to assist and promote sessions providing school holiday food and activities.

We nominated and presented "Angel Awards" devised by our MP to recognise groups, businesses and individuals who worked in and with the community, face to face when permitted and also virtually, for working for the community during the year.

Some of the organisations/businesses we have worked with are:

- Baltic Centre for Contemporary Art
- Shadon House assessment home
- Morrisons supermarket
- Skills4Work
- North East Youth (planning a youth offer for Birtley)
- Gateshead Council (stepping in to provide food and packed lunches to families not fulfilling the criteria for help.
- Hosted National Education Union to assemble and deliver 200 stationary and equipment packs to children to enhance their on-line lessons.

We also volunteered to work with local councillors and Gateshead council to grow Flanders Poppies in our war memorial garden to pay respects in a year that saw remembrance parades and services cancelled. This activity also involved decorating the pavilions with hand crafted poppies donated by groups and schools.

We had a virtual Christmas Tree switch on which was streamed on social media.

Finally we were able to have our community social event which we ran at a loss in order to support our arts industry and hospitality trade.

The trustees/directors have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range of activities as described above.

Birtley Community Partnership (a company limited by guarantee)

Financial Review

The financial position for the year ending 30 June 2021 shows net incoming funds of £107,192 and total outgoing resources of £87,857, with a balance brought forward from the previous period of £44,890 the total funds carried forward are £63,726, of which £33,992 is restricted, £20,389 (to cover contingencies and redundancy liabilities) is designated and £9,344 is unrestricted.

Risk Management

The Directors are examining the major risks, which the company faces in relation to external factors, governance and management, internal operations and business. They are considering the likelihood and the impact of risks and are reviewing what systems should be in place to control and reduce those risks. The systems are being designed to provide reasonable, but not absolute, assurance against material loss or misstatement of loss.

Reserves Policy

It is the policy of the company to try to build up unrestricted funds, which are free reserves of the company, to a level that equates to approximately 3 to 6 months unrestricted expenditure. This will provide sufficient funds to cover redundancy liabilities management and administration support costs and any emergencies that may arise from time to time.

Plans for the Future

- Taking an active lead engaging older youths to prevent anti social behaviour involving them in planning their own activity programmes.
- Working with North East youth to provide support and activities from our high street hub.
- Offering work placements for young adults with disabilities
- Work alongside Locality and the LA on "second stage hubs" to provide advice and support within the town as opposed to individuals having to access services centrally.
- Increase opening hours to support our growing footfall.
- Planning more trips and events with a focus on health and well-being.
- Appoint an extra admin worker.
- Continue to organise and provide the town Christmas trees and switch on event

Directors' responsibilities:

The Directors/Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the company and which enable them to comply with applicable law. The Directors/Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

For the year ending 30 June 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the members and signed on their behalf:

Name: Hazel Weatherley. (Chair)

Signature: 

Date: 25 March 2022

Company No. 07031458

Charity No. 1133663

Birtley Community Partnership (a company limited by guarantee)
Independent Examiners Report

Report to the trustees/directors of Birtley Community Partnership Limited on Accounts for the period ended 30 June 2021 set out on pages 8-13

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under s.145 of the Charities Act 2011 ('the Act'), and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination; it is my responsibility to:

- Examine the financial statements under s.145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention

Basis of examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which agree with the accounting records and comply with the accounting requirements of the 2011 Act ; or
 -
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mark Thompson MAAT

Date 25 March 2022

Signed *MThompson*

Statement of Financial Activities
(incorporating the income and expenditure account)
for the year ended 30 June 2021

| | Note | Unrestricted Funds £ | Designated Funds £ | Restricted Funds £ | Total Funds 2020-21 £ | Total Funds 2019-20 £ |
|---|------|----------------------------|--------------------------|--------------------------|--------------------------------|--------------------------------|
| Income and Endowments from: | | | | | | |
| Donations and Legacies | | 20,790 | 0 | 68,164 | 88,954 | 62,910 |
| Charitable Activities | | 1,238 | 17,000 | 0 | 18,238 | 27,511 |
| Other Trading Income | | 0 | 0 | 0 | 0 | 659 |
| Investment Income | | 0 | 0 | 0 | 0 | 38 |
| Other | | | | | 0 | 0 |
| Total | | 22,028 | 17,000 | 68,164 | 107,192 | 91,118 |
| Expenditure on: | | | | | | |
| Raising Funds | | 0 | 0 | 0 | 0 | 40 |
| Charitable activities | | 19,297 | 15,377 | 53,183 | 87,857 | 63,886 |
| Other resources expended | | | | | | 0 |
| Total | | 19,297 | 15,377 | 53,183 | 87,857 | 63,926 |
| Net incoming/outgoing resources before transfers | | (9) | | 9 | | |
| Transfers | | | | | | |
| Net movement in funds | | 2,731 | 1,623 | 14,981 | 19,335 | 27,192 |
| Reconciliation of Funds | | | | | | |
| <i>Total Funds brought forward</i> | | 6,613 | 18,766 | 19,011 | 44,390 | 44,890 |
| Total funds carried forward | | 9,344 | 20,389 | 33,992 | 63,726 | 18,197 |

The notes on pages 10-13 form an integral part of these financial statements.

Balance Sheet

as at 30 June 2021

| | Note | Total Funds 2020-21 £ | Total Funds 2019-20 £ |
|---|------|-----------------------------|-----------------------------|
| Current Assets | | | |
| <i>Debtors and Prepayments</i> | | 0 | 0 |
| <i>Cash at Bank and In Hand</i> | | 64,225 | 45,480 |
| Total Current Assets | | 64,225 | 45,480 |
| Liabilities | | | |
| <i>Creditors: Amounts falling due within one year</i> | | (499) | (590) |
| <i>Total Current Assets less Current Liabilities</i> | | (499) | (590) |
| <i>Creditors: Amounts falling due after one year</i> | | 0 | 0 |
| TOTAL ASSETS LESS TOTAL LIABILITIES | | 63,726 | 44,890 |
| The Funds of the Charity: | | | |
| Restricted Funds | | 33,992 | 17,664 |
| Designated Funds | | 20,389 | 19,173 |
| Unrestricted Funds | | 9,344 | 8,053 |
| TOTAL CHARITY FUNDS | | 63,726 | 44,890 |

Directors'/Trustees' responsibilities:

For the year ending 30 June 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the members and signed on their behalf:

Name: Hazel Weatherley

Signature: 

Name: Susan Thornton

Signature: S Thornton

Date: 25th March 2022

Notes to the Financial Statements

for the period ending 30 June 2021

1 1 Accounting Policies

Basis of Preparation

These Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015) – Charities SORP (FRS 102).

Birtley Community Partnership meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Capital Grants are released over the economic useful life of the asset to which they relate

Resources Expended and Liabilities

Resources expended have been analysed using a natural classification.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Assets

Assets are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis for and a reducing balance method for.

Investments

The Charity only has income from a bank deposit account.

Birtley Community Partnership (a company limited by guarantee)

2 Funds

The Charity has 2 funds, an unrestricted general fund and a restricted fund used for purchasing items of a specific nature funded by one funder: hence all movements on each fund are disclosed.

Analysis of Funds

The Designated Contingency Fund is to cover redundancy liabilities and 3 to 6 month's running costs in line with the organisation's reserves policy.

Restricted Funds

| Fund | Balance b/f | Income | Expenditure | Transfers | Balance |
|---|----------------|---------------|-----------------|-----------|---------------|
| Access to Work | (2,822) | 2,813 | | 9 | (0) |
| BIG | 17,337 | 62,764 | (51,202) | | 28,899 |
| Birtley Community Partnership 10th Anniversary Fund | 516 | 0 | (516) | | 0 |
| Emergency Food | 2,448 | 2,235 | (923) | | 3,760 |
| Staff Training | 590 | 0 | 0 | | 590 |
| Switch on | 542 | 0 | (542) | | 0 |
| Volunteer Fund | 400 | 353 | 0 | | 753 |
| Total Restricted | 19,011 | 68,164 | (53,183) | 9 | 34,001 |

Designated Funds

| Fund | Balance b/f | Income | Expenditure | Transfers | Balance |
|-------------------------|----------------|---------------|-----------------|-----------|---------------|
| Mary Sanders Hall (MSH) | 6,034 | 17,000 | (15,359) | | 7,675 |
| Festival and Event Fund | 694 | 0 | (17) | | 677 |
| Contingency Fund | 12,038 | 0 | | | 12,038 |
| Total Designated | 18,766 | 17,000 | (15,376) | 0 | 20,390 |

Unrestricted Funds

| Fund | Balance b/f | Income | Expenditure | Transfers | Balance |
|--|----------------|----------------|-----------------|------------|---------------|
| Birtley Community Partnership - General Fund | 6,613 | 22,028 | (19,296) | (9) | 9,336 |
| Total Designated | 6,613 | 22,028 | (19,296) | (9) | 9,336 |
| Total Funds | 44,390 | 107,192 | (87,855) | 0 | 63,726 |

Analysis of Income and Expenditure 2020-21

Incoming Resources

Donations and Legacies

| | Unrestricted | Designated | Restricted | Total |
|----------------------------|--------------|------------|------------|--------|
| Donations and Grants | | | | 0 |
| Access to Work | | | 2,813 | 2,813 |
| BIG | | | 62,764 | 62,764 |
| Emergency Food | | | 2,235 | 2,235 |
| Volunteer Fund | | | 352 | 352 |
| Other Grants and Donations | 20,790 | | | 20,790 |
| | 20,790 | 0 | 68,164 | 88,954 |

Charitable Activities

| | Unrestricted | Designated | Restricted | Total |
|-------------------------------|---------------|---------------|---------------|----------------|
| Coffee Shop Income | | | | 0 |
| Room Hire | 330 | 17,000 | | 17,330 |
| Festivals and Events/Speakers | | | | 0 |
| Memory Stick Sales | | | | 0 |
| Mono Printing | | | | 0 |
| Colour Printing | | | | 0 |
| Trips and Events | | | | 0 |
| Other | 908 | | | 908 |
| | 1,238 | 17,000 | 0 | 18,238 |
| Total | 22,028 | 17,000 | 68,164 | 107,192 |

Birtley Community Partnership (a company limited by guarantee)

Expenditure on:

Charitable Activities

| | | | | |
|---|--------|--------|--------|--------|
| Gross Salaries, NI and Pension | | 8,632 | 23,021 | 31,653 |
| Project Delivery Staff | | | | 0 |
| Staff/Trustee Training | | | 5,050 | 5,050 |
| Staff Travel | | | | 0 |
| Insurance | 315 | 531 | | 846 |
| Volunteer Expenses | | | | 0 |
| Volunteer Training | | | | 0 |
| Utilities | 2,058 | 1,340 | 2,058 | 5,456 |
| Stationery/Postage | 25 | 25 | 454 | 504 |
| Magazine Printing/Marketing/Publicity | 100 | | | 100 |
| IT Maintenance/Software/Web Development | 506 | 506 | | 1,012 |
| Telephone/Internet | 682 | 446 | | 1,128 |
| Repairs/Maintenance | 11,846 | 2,111 | 20,644 | 34,601 |
| Legal/Professional | 13 | | | 13 |
| Book-keeping/Accountancy/Payroll Fees | 516 | 1,033 | 517 | 2,066 |
| Sanitary/Cleaning | 2,880 | 641 | | 3,521 |
| Coffee Bar Costs | 2 | | | 2 |
| Project Costs | | | 1,439 | 1,439 |
| Subscriptions/Affiliations/Licences | 123 | | | 123 |
| Room Rent | | | | 0 |
| Festivals, Trips and Events | | 17 | | 17 |
| Specialist Equipment | | | | 0 |
| Bank Charges | 39 | 20 | | 59 |
| Independent Examination Fee | 75 | 75 | | 150 |
| Other | 117 | | | 117 |
| | 19,297 | 15,377 | 53,183 | 87,857 |
| Total | 19,297 | 15,377 | 53,183 | 87,857 |

Support Costs

Support Cost Type

| | Fundraising Activity £ | Charitable Activity £ | Governance Activity £ | Total Cost £ |
|---------------------------------------|------------------------------|-----------------------------|-----------------------------|-----------------|
| Gross Salaries, NI and Pension | | 31,653 | | 31,653 |
| Insurance | | 846 | | 846 |
| Volunteer Expenses | | 0 | | 0 |
| Volunteer Training | | 0 | | 0 |
| Utilities | | 5,456 | | 5,456 |
| Stationery/Postage | | 504 | | 504 |
| Telephone/Internet | | 1,128 | | 1,128 |
| Repairs/Maintenance | | 34,601 | | 34,601 |
| Book-keeping/Accountancy/Payroll Fees | | 2,066 | | 2,066 |
| Sanitary/Cleaning | | 3,521 | | 3,521 |
| Subscriptions/Affiliations/Licences | | 123 | | 123 |
| Bank Charges | | 59 | | 59 |
| Other | | 117 | | 117 |
| Fundraising Costs | 0 | | | 0 |
| Independent Examination of Accounts | | | 150 | 150 |
| Total | 0 | 80,074 | 150 | 80,224 |

3 Employees

| Employees | Unrestricted £ | Designated £ | Restricted £ | 2020-21 £ | 2019-20 £ |
|----------------------|-------------------|-----------------|-----------------|---------------|---------------|
| Salaries and NI | 0 | 8,632 | 23,021 | 31,653 | 22,344 |
| Payroll/Pension Fees | 50 | 102 | 52 | 204 | 798 |
| Total | 50 | 8,734 | 23,073 | 31,857 | 23,142 |

No member of staff was paid remuneration of more than £60,000.

4 Debtors

There were no debtors at this time

5 Creditors: due within 1 year

| | 2020-21 | 2019-20 |
|-----------------------------|----------------|----------------|
| | £ | £ |
| Independent Examination Fee | 150 | 150 |
| Peoples Pension | 0 | 104 |
| HMRC - PAYE | 349 | 336 |
| Total | 499 | 590 |